



County of Los Angeles

**INSTRUCTIONS FOR  
LOBBYING FIRM/INDIVIDUAL LOBBYIST  
FORM LOB 1**

ORDINANCE NO. 93-0031

The **Lobbying Firm/Individual Lobbyist Registration Statement** is used for:

- Registration of a Lobbying Firm.
- Registration of an individual contract lobbyist (sole proprietor).

This form is **not** used to register lobbyists who are in-house employees of persons or entities, other than lobbying firms. In-house employee lobbyists are registered by their employer using the **Lobbyist Employer Registration Statement (Form LOB 3)**.

**DEADLINE FOR FILING REGISTRATION:**

Any business entity, including an individual contract lobbyist, that engages in lobbying activity on behalf of any other person or entity on a "Substantial or Regular" basis must register with the Executive Officer, Board of Supervisors within ten (10) days of qualifying as a lobbying firm/individual contract lobbyist. (See Sections 2.160.020 and 2.160.030 of the Los Angeles County Code.)

**REGISTRATION REQUIREMENTS:**

Attach to the **Lobbying Firm/Individual Lobbyist Registration Statement** (Form LOB 1) the following:

- A **Lobbyist Certification Statement** (Form LOB 4) completed by each owner, partner, officer, or employee of your lobbying firm who qualifies as a lobbyist. A **3x4 inch photograph (head and shoulders only)** of the lobbyist must be attached to the (Form LOB 4);
- Payment of a **\$35 Registration Fee** payable to the County of Los Angeles for **each** Lobbyist; and
- A **Lobbying Activity Authorization** (Form LOB 2) completed by each lobbyist employer with which your firm contracts.

**AMENDMENT OF LOBBYING FIRM REGISTRATION STATEMENT:**

If any change occurs in the information contained in the **Lobbying Firm/Individual Lobbyist Registration Statement** (Form LOB 1), an **AMENDMENT TO REGISTRATION STATEMENT** (Form LOB 5) must be filed:

- **Prior** to attempting to influence any official action of the County of Los Angeles on behalf of a client when adding a new client: or
- Within ten (10) days of any other change (e.g., dropping a client, adding a lobbyist).

**VERIFICATION:**

The Lobbying Firm/Individual Lobbyist Registration Statement (Form LOB 1) must be verified and signed by the filer. In the case of a lobbying firm, other than a sole-proprietor, a **Responsible Officer** of the firm or an **Attorney** or **Certified Public Accountant** must sign on behalf of the firm **(only one can be registered at a time)**.

**FILE THIS FORM WITH ORIGINAL SIGNATURE WITH THE:**

Executive Officer of the Board of Supervisors  
County of Los Angeles  
Kenneth Hahn Hall of Administration  
500 W. Temple Street, Room 383  
Los Angeles, California 90012  
(213) 974-1093

**INTERNET ACCESS**

The Los Angeles County Lobbyist Ordinance, rules, registration/reporting forms, and information on registrants and their quarterly activity reports are accessible at:

**<http://bos.co.la.ca.us/>**



COUNTY OF LOS ANGELES

**Lobbying Firm/Individual Lobbyist  
Registration Statement  
Form LOB 1**

**OFFICIAL USE ONLY!**

Type or Print in Ink

Page \_\_\_\_\_ of \_\_\_\_\_

Name of Lobbying Firm/Individual Lobbyist			Enter the <b>DATE QUALIFIED</b> as a Lobbying Firm/Individual Lobbyist
Business Address: (Number, Street & Suite)			
City	State	Zip Code	Telephone Number & Extension (      )
Mailing Address: (If different than above.) (Number, Street & Suite)			E-Mail Address
City	State	Zip Code	Fax Number (      )
Attention:			Telephone Number & Extension (      )

**I. Individual Lobbyists**

- List the full name of each partner, owner, officer, or employee who is a lobbyist.
- Do not list any individual who is separately registered as a lobbying firm or who is employed by a lobbying firm with which you subcontract.
- For every lobbyist listed you **must** attach a signed **Lobbyist Certification Statement (Form LOB 4)**.


☐ If more space is needed, check box and attach continuation sheets.

**Lobbying Firm/Individual Lobbyist  
Registration Statement  
Form LOB 1**

Type or Print in Ink

Page \_\_\_\_\_ of \_\_\_\_\_

Name of Lobbying Firm/Individual Lobbyist

**II. Lobbyist Employers/Clients**

- Report each client with whom your firm has a direct contract to provide lobbying services.
- For every client listed below, you must attach a signed Lobbying Firm Activity Authorization (Form LOB 2)

Client's Name		Telephone Number & Extension (      )	
Business Address (Number, Street and Suite)			
City		State      Zip Code	
Period of Contract	Description of Client's Lobbying Interests		
Check only the box to describe the Client named above:			
<input type="checkbox"/> INDIVIDUAL (Complete only Part A) <input type="checkbox"/> BUSINESS ENTITY (Complete only Part A) <input type="checkbox"/> INDUSTRY, TRADE OR PROFESSIONAL ASSN. (Complete only Part B) <input type="checkbox"/> OTHER (Complete only Part C)			
<b>A. Individual or Business Entity</b>			
Description of business activity in which engaged:			
<b>B. Industry, Trade or Professional Association</b>			
1. Description of industry, trade, or profession represented:		2. Specific description of any portion or faction of the industry, trade, or profession which the association exclusively or primarily represents:	
3. Number of members in association ( <i>check appropriate box</i> ):			
<input type="checkbox"/> 50 OR LESS (Provide names of all members on an attachment)		<input type="checkbox"/> MORE THAN 50	
<b>C. Other</b>			
1. Statement of nature and purpose:		2. Description of any trade, profession, or other group with a common economic interest which is principally represented or from which membership or financial support is principally derived.	

If more space is needed continue on next page.

**Lobbying Firm/Individual Lobbyist  
Registration Statement  
Form LOB 1**

Type or Print in Ink

Page \_\_\_\_\_ of \_\_\_\_\_

Name of Lobbying Firm/Individual Lobbyist

**II. Lobbyist Employers/Clients**

- Report each client with whom your firm has a direct contract to provide lobbying services.
- For every client listed below, you must attach a signed Lobbying Firm Activity Authorization (Form LOB 2)

Client's Name		Telephone Number & Extension (      )	
Business Address (Number, Street and Suite)			
City		State      Zip Code	
Period of Contract	Description of Client's Lobbying Interests		
Check only the box to describe the Client named above:			
<div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> <input type="checkbox"/> <b>INDIVIDUAL</b> (Complete only Part A)         </div> <div style="text-align: center;"> <input type="checkbox"/> <b>BUSINESS ENTITY</b> (Complete only Part A)         </div> <div style="text-align: center;"> <input type="checkbox"/> <b>INDUSTRY, TRADE OR PROFESIONAL ASSN.</b> (Complete only Part B)         </div> <div style="text-align: center;"> <input type="checkbox"/> <b>OTHER</b> (Complete only Part C)         </div> </div>			
<b>A. Individual or Business Entity</b>			
Description of business activity in which engaged:			
<b>B. Industry, Trade or Professional Association</b>			
1. Description of industry, trade, or profession represented:		2. Specific description of any portion or faction of the industry, trade, or profession which the association exclusively or primarily represents:	
3. Number of members in association ( <i>check appropriate box</i> ):			
<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;"> <input type="checkbox"/> <b>50 OR LESS</b> (Provide names of all members on an attachment)         </div> <div style="text-align: center;"> <input type="checkbox"/> <b>MORE THAN 50</b> </div> </div>			
<b>C. Other</b>			
1. Statement of nature and purpose:		2. Description of any trade, profession, or other group with a common economic interest which is principally represented or from which membership or financial support is principally derived.	

If more space is needed continue on next page.

**Lobbying Firm/Individual Lobbyist  
Registration Statement  
Form LOB 1**

Type or Print in Ink

Page \_\_\_\_\_ of \_\_\_\_\_

Name of Lobbying Firm/Individual Lobbyist

**II. Lobbyist Employers/Clients**

- Report each client with whom your firm has a direct contract to provide lobbying services.
- For every client listed below, you must attach a signed Lobbying Firm Activity Authorization (Form LOB 2)

Client's Name		Telephone Number & Extension (      )	
Business Address (Number, Street and Suite)			
City		State      Zip Code	
Period of Contract	Description of Client's Lobbying Interests		
Check only the box to describe the Client named above:			
<input type="checkbox"/> <b>INDIVIDUAL</b> (Complete only Part A) <input type="checkbox"/> <b>BUSINESS ENTITY</b> (Complete only Part A) <input type="checkbox"/> <b>INDUSTRY, TRADE OR PROFESSIONAL ASSN.</b> (Complete only Part B) <input type="checkbox"/> <b>OTHER</b> (Complete only Part C)			
<b>A. Individual or Business Entity</b>			
Description of business activity in which engaged:			
<b>B. Industry, Trade or Professional Association</b>			
1. Description of industry, trade, or profession represented:		2. Specific description of any portion or faction of the industry, trade, or profession which the association exclusively or primarily represents:	
3. Number of members in association ( <i>check appropriate box</i> ): <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div style="text-align: center;"> <input type="checkbox"/> <b>50 OR LESS</b>            (Provide names of all members on an attachment)         </div> <div style="text-align: center;"> <input type="checkbox"/> <b>MORE THAN 50</b> </div> </div>			
<b>C. Other</b>			
1. Statement of nature and purpose:		2. Description of any trade, profession, or other group with a common economic interest which is principally represented or from which membership or financial support is principally derived.	

If more space is needed continue on next page.

**Lobbying Firm/Individual Lobbyist  
Registration Statement  
Form LOB 1**

Type or Print in Ink

Page \_\_\_\_\_ of \_\_\_\_\_

Name of Lobbying Firm/Individual Lobbyist

**II. Lobbyist Employers/Clients**

- Report each client with whom your firm has a direct contract to provide lobbying services.
- For every client listed below, you must attach a signed Lobbying Firm Activity Authorization (Form LOB 2)

Client's Name		Telephone Number & Extension (      )	
Business Address (Number, Street and Suite)			
City		State      Zip Code	
Period of Contract	Description of Client's Lobbying Interests		
Check only the box to describe the Client named above:			
<input type="checkbox"/> INDIVIDUAL (Complete only Part A) <input type="checkbox"/> BUSINESS ENTITY (Complete only Part A) <input type="checkbox"/> INDUSTRY, TRADE OR PROFESSIONAL ASSN. (Complete only Part B) <input type="checkbox"/> OTHER (Complete only Part C)			
<b>A. Individual or Business Entity</b>			
Description of business activity in which engaged:			
<b>B. Industry, Trade or Professional Association</b>			
1. Description of industry, trade, or profession represented:		2. Specific description of any portion or faction of the industry, trade, or profession which the association exclusively or primarily represents:	
3. Number of members in association ( <i>check appropriate box</i> ):			
<input type="checkbox"/> 50 OR LESS (Provide names of all members on an attachment) <input type="checkbox"/> MORE THAN 50			
<b>C. Other</b>			
1. Statement of nature and purpose:		2. Description of any trade, profession, or other group with a common economic interest which is principally represented or from which membership or financial support is principally derived.	

☐ If more space is needed, check box and attach continuation sheets.

**Lobbying Firm/Individual Lobbyist  
Registration Statement  
Form LOB 1**

Type or Print in Ink

Page \_\_\_\_\_ of \_\_\_\_\_

Name of Lobbying Firm/Individual Lobbyist: \_\_\_\_\_

**III. Statement of Responsible Officer or Individual Lobbyist**

I am a partner, owner, officer or sole proprietor of the lobbying firm of \_\_\_\_\_

I am the person responsible for filing statements and reports and keeping records required by Ordinance 93-0031 (Los Angeles County Code Chapter 2.160). I have read and understand the prohibitions contained in Sections 2.160.120, 2.160.130 and 2.190.130.

**2.160.120 GIFT PROHIBITION.** No county lobbyist or county lobbying firm shall make to a county official and no county official shall knowingly receive from a registered county lobbyist or registered county lobbying firm a gift or gifts aggregating more than fifty dollars (\$50) in any calendar month. No county lobbyist or county lobbying firm shall act as an agent or intermediary in the making of any such gift or arrange for the making of any such gift by any other person.

**2.160.130 GENERAL PROHIBITIONS.** No county lobbyist or county lobbying firm shall do any of the following:

- (a) Do anything with the purpose of placing any county official under personal obligation to the county lobbyist, the county lobbying firm, or the employer of the county lobbyist or county lobbying firm;
- (b) Deceive or attempt to deceive any county official with regard to any material fact pertinent to any pending or proposed official action;
- (c) Cause or influence the introduction of any matter for consideration by the county as official action for the purpose of thereafter being employed to influence the occurrence or non-occurrence of such official action;
- (d) Attempt to create a fictitious appearance of public favor or disfavor of any proposed official action or to cause any communication to be sent to any county official in the name of any fictitious person or in the name of any real person without the consent of such real person;
- (e) Represent, either directly or indirectly, that the county lobbyist or county lobbying firm can control the official action of any county official;
- (f) Accept or agree to accept any payment in any way contingent upon success by the county lobbyist or county lobbying firm in influencing official action.

**2.190.130 LOBBYIST CONTRIBUTIONS.** No county official or candidate for county office shall knowingly solicit or accept any contribution to his or her campaign for county office or to his or her officeholder account or attorney's fees fund from any person or firm who is registered under Chapter 2.160 as a county lobbyist or county lobbying firm or who has been so registered at any time the previous 12 months. (Ord. 96-0041 § 1 (part), 1196.)

**VERIFICATION**

**I have used all reasonable diligence in preparing this Statement. I have reviewed this Statement and to the best of my knowledge the information contained herein is true and complete.**

**I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.**

Executed on (Date)	At (City and State)	By (Signature of Responsible Officer)
Name of Responsible Officer (Type or Print)		Title